

22 April 1974

MEMORANDUM FOR: Ch, Control Division

SUBJECT : Watergate - Agency File Review

A review of all records in the office of the RAO/OP has been made. The records in this office by their nature are highly unlikely to contain Watergate-related materials. These records should be placed in Category a., for the purpose of this review.

The records are kept in two 5-drawer file cabinets. The records consist of the following:

- 2 ft Records Administration File (Records Schedules, inventories, procedures and correspondence relating to both programs, and record of deposits at Records Center)
- 1½ ft Special Printing File (Filed by Division in OP - for reproduction requisitions and other miscellaneous printing requests such as photos, brochures, posters, etc.)
- 7 ft Forms Control File (Case files on all forms for which Office of Personnel is office of primary interest)



RAO/OP

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